

## WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **AIRPORT**

DATE: JULY 31, 2007

**Committee Members Present:**

Supervisors Tessier  
Stec  
O'Connor  
Haskell  
Mason  
Sokol

**Committee Member Absent:**

Supervisor Girard

**Others Present:**

Marshall Stevens, Airport Manager  
William Lamy, DPW Superintendent  
Kim Lussier, Empire East Aviation  
Hal Payne, Commissioner of Administrative &  
Fiscal Services  
Joan Sady, Clerk of the Board  
Todd Lunt, Director, Human Resources  
Supervisor Gabriels  
Supervisor Caimano  
Supervisor VanNess  
Supervisor F. Thomas  
Supervisor Champagne  
Graham Smith, American Yankee Association  
Don Hess, Town of Queensbry  
Maury Thompson, *The Post Star*  
Debra L. Schreiber, Legislative Office Specialist

---

Mr. Tessier called the meeting to order at 10:21 a.m.

Motion was made by Mr. Mason, seconded by Mr. Sokol, and carried unanimously to approve the minutes of the May 29, 2007 Committee meeting, subject to correction by the Clerk.

Privilege of the floor was extended to Marshall Stevens, Airport Manager, who distributed copies of his agenda to the Committee members, *and a copy of same is on file with the minutes.*

Commencing with Item 1 of the agenda, Mr. Stevens apprised that the County Attorney suggested revisions be incorporated into the RFP (request for proposal) relating to the former Aircraft Maintenance Hangar; however, he said he anticipated discussing the quotes with the Committee sometime in the Fall of 2007.

Relative to Item 2, Mr. Stevens stated it was the desire of this Committee to commence the implementation of a required Storm Water Pollution Prevention Plan. He noted a temporary moratorium was issued on the use of detergents and soap to wash aircraft and vehicles when such would discharge into their storm water drains. He indicated he was coordinating his efforts with a member of the Pilots Association, who was an ecologist by trade, and C & S Engineers, Inc., to develop both a short-term and long-term solution wherein a specific area would be designated for the washing of aircraft/vehicles that would drain into the Airport sewer system. He said he expected the long-term solution to be significantly more than the short-term remedy and, therefore, he anticipated having to wait a successive year for budgetary purposes.

Mr. Stevens suggested a potential short-term solution would be to wash the vehicles in a grassy

area as opposed to a macadam location; however, he said, that would require a well point being drilled. He related that he had discussions with Carl Schroeder, Department of Public Works Engineer, who expressed his concern that this option would still be considered "processed waste water" and would necessitate Department of Environmental Conservation (DEC) permits. Mr. Stevens expounded that Mr. Schroeder would prepare a cost estimate prior to the next meeting to assist the Committee in making a recommendation in order for the Airport to be in compliance with the Storm Water Pollution Prevention Plan. Mr. Tessier suggested that Mr. Stevens present at a subsequent meeting to the Committee the cost estimate from Mr. Schroeder as well as alternative solutions.

Mr. O'Connor entered the meeting at 10:25 a.m.

Continuing on with Item 3 of the agenda, Mr. Stevens stated a Capital Project had been previously established (H274.9550 280 Replace VASI with PAPI) relative to a grant Warren County had received from New York State replacing the Visual Approach Slope Indicator (VASI) with a Precision Approach Path Indicator (PAPI). However, he noted, a contract with C & S Engineers, Inc. was still required for engineering services in the amount of \$11,850. Mr. Stevens indicated their intent was to utilize the balance of the grant funds to purchase the equipment and the installation work would be performed by the Airport crew.

Motion was made by Mr. Mason, seconded by Mr. Stec and carried unanimously authorizing the contract with C & S Engineers, Inc. for engineering services for the replacement of the VASI with the PAPI for Runway 1-19; and the necessary resolution was authorized for the August 17, 2007 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

With respect to Item 4, Mr. Stevens reminded the Committee the Federal Aviation Administration (FAA) informed the County of their desire to fund the construction of the Runway 12-30 Rehabilitation Project. Due to a breakdown between the preparation of the County Budget and the FAA time frame of awarding grants, he said, the local share had not been budgeted. He noted construction of the project was not expected to commence until the Spring of 2008 and, therefore, a majority of the funds would not be expended. Mr. Stevens stated the local share on the grant was \$37,106 that could either be funded this year or deferred until 2008 with the exception of \$3,000, which was necessary to execute an agreement with Stantec Consulting Group for an independent fee estimate for the construction inspection contracts.

Motion was made by Mr. Stec, seconded by Mr. Sokol and carried unanimously approving the requests to establish a Capital Project (H279.9550 280 Construct Runway 12-30 Rehabilitation) in the amount of \$3,000, with the source of funding to be a transfer from A.5610 470 (Airport - Contract), and to refer same to the Finance Committee for consideration; as well as authorizing an agreement with Stantec Consulting Group, in the amount of \$3,000 for the preparation of an independent fee estimate for the Runway 12-30 Rehabilitation Safety Project; and the necessary resolution was authorized for the August 17, 2007 Board Meeting. *Copies of the resolution request forms on are file with the minutes.*

Referring to Item 5, Mr. Stevens apprised that approximately two weeks ago he received a phone call from the Collings Foundation, a group dedicated to "living history," requesting permission to do a tour stop with three historic World War II aircraft (B-17, B-24 and B-25) from September 26

through September 28, 2007. According to the County Attorney, he stated, this was considered the normal course of Airport business but suggested that this matter be brought before the Committee.

Motion was made by Mr. Haskell, seconded by Mr. Stec and carried unanimously approving the request as outlined above.

Mr. Stevens extended the privilege of the floor to Graham Smith, of American Yankee Association (AYA), who thanked Warren County, the Airport Manager, the Fixed Base Operator (FBO) and staff for their support in allowing them to host their convention at the Floyd D. Bennett Memorial Airport. Mr. Graham commented if there was anything negative to report, he said, their organization received broken promises from the local Tourism Department concerning potential Occupancy Tax funds and advertising; however, he stated, due to the nature of their convention, they were not affected. In response to an inquiry by Mr. O'Connor, Mr. Graham responded it was the County Tourism Department that offered their assistance. Furthermore, Mr. Graham added, according to the Occupancy Tax guidelines and the purpose of their convention (AYA members), their organization did not qualify for funding. Mr. Tessier added that the County funded an additional \$1,600 of insurance coverage due to the competitive nature of the event. Mr. Caimano said he recalled a conversation when it was determined that this convention did not meet the necessary requirements for Occupancy Tax funds. He further stated he was investigating why a press release issued by the County approximately two weeks prior to the event failed to get published.

Kim Lussier, Empire East Aviation, commended Graham Smith and the American Yankee Association for a job well done. He said their organization, staff and crew was "top notch" and should be an exemplary model to those organizations contemplating hosting their events in Warren County. Mr. Stevens echoed the comments of Mr. Lussier and acknowledged the many Supervisors who visited the Airport during the AYA convention.

Fred Champagne entered the meeting at 10:37 a.m.

Mr. Stevens requested an executive session to discuss matters relating to the proposed acquisition, sale or lease of real property; and the motion was made by Mr. Stec, seconded by Mr. Sokol, and carried unanimously, that executive session be declared pursuant to Section 105 (h) of the Public Officers Law.

Executive session was declared from 10:40 a.m. to 11:00 a.m.

Committee reconvened.

Mr. Tessier noted that no action was necessary pursuant to executive session.

There being no further business to come before the committee, on motion by Mr. Mason and seconded by Mr. Haskell, Mr. Tessier adjourned the meeting at 11:01 a.m.

Respectfully submitted,

Debra L. Schreiber  
Legislative Office Specialist

